

1. The first step in the process is to identify the problem or issue that needs to be addressed. This involves gathering information and understanding the context of the problem.

2. The second step is to define the problem clearly and concisely. This involves identifying the specific aspects of the problem that need to be addressed.

3. The third step is to develop a plan of action. This involves identifying the steps that need to be taken to address the problem.

4. The fourth step is to implement the plan. This involves carrying out the steps that have been identified in the plan.

5. The fifth step is to evaluate the results. This involves assessing the effectiveness of the plan and identifying any areas for improvement.

6. The sixth step is to communicate the results. This involves sharing the findings of the evaluation with the relevant stakeholders.

7. The seventh step is to monitor the progress. This involves keeping track of the progress of the plan and identifying any issues that arise.

8. The eighth step is to report on the progress. This involves providing a regular update on the progress of the plan to the relevant stakeholders.

9. The ninth step is to review the plan. This involves assessing the overall effectiveness of the plan and identifying any areas for improvement.

10. The tenth step is to revise the plan. This involves making any necessary changes to the plan based on the results of the review.

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Class	Subclass	Date	Examiner

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